

Meeting of the National Environmental Justice Advisory Council (NEJAC)

New Orleans, Louisiana

April 13 through 16, 2004

General Information

The 20th National Environmental Justice Advisory Council (NEJAC) meeting will be held from April 13 through 16, 2004 at the Sheraton New Orleans Hotel in New Orleans, Louisiana. The meeting will begin at 9:00 a.m. on Tuesday, April 13 and will adjourn at 5:00 p.m. on Friday, April 16, 2004.

Lodging



A limited-size room block has been reserved at the Sheraton New Orleans Hotel. To make your reservation, please call the hotel at (504) 525-2500. When you call, you must state that you are attending the **EPA NEJAC** meeting. The lodging rate will be \$146 plus taxes (currently 13 percent and \$3 occupancy tax per night for single occupancy). There is an additional \$25 charge for each additional guest sharing a room. To receive the government rate, you need to make your reservation no later than **Friday, March 12, 2004**.

For those Federal agency attendees, you will need to complete a Louisiana tax exempt form, which is available at the front desk of the Sheraton, along with providing official travel orders, government identification card, and a government credit card upon check-in.

You must confirm your reservation at the Sheraton with a credit card.

You are responsible for canceling your hotel reservation if you cannot attend. **The hotel requires a notice of cancellation at least 72 hours before your scheduled arrival.** If you fail to provide such notice, one night's lodging will be charged to your credit card.

Check-in begins after 3:00 p.m. and check-out time is 12:00 p.m.

Additional information about the Sheraton is available at <http://www.sheraton.com/neworleans>.

Contact Information



During your stay, you can be contacted at:

Sheraton New Orleans Hotel
500 Canal Street
New Orleans, Louisiana
Phone: (504) 525-2500 Fax: (504) 595-5552

Please have all telephone calls and faxes to the hotel addressed to your attention.

Please note that any telephone or fax charges incurred at the hotel are the responsibility of the guest using those services and will not be billable to EPA's master account. Attendees are reminded to use calling cards to make long distance calls from sleeping rooms to avoid expensive phone bills.

What to Pack



Dress is business casual for New Orleans weather. Temperatures range from 60°F at night to 80°F during the day. You are advised to pack a light jacket because the temperatures may reach below 60°F in the evenings.

Dining and Entertainment



The Sheraton is located in the heart of downtown New Orleans, just blocks from the French Quarter. For your convenience, the hotel offers: a restaurant, Roux Bistro that provides breakfast, lunch, and dinner and serves contemporary New Orleans dishes; the Pelican Bar for cocktail drinks; a Starbucks Coffee store; and 24-hour in-room dining. A guide to local dining will be available when you check in at the hotel.

Health and Fitness



The Sheraton offers several complimentary amenities that are open 24 hours a day, including a fitness center, an outdoor heated swimming pool and Jacuzzi, and private men's and women's steam rooms and saunas.

Travel Information



The New Orleans metropolitan area is served by the Louis Armstrong New Orleans International Airport. The New Orleans airport is located approximately 25 minutes from the hotel and additional information about the airport is available at <http://www.flymsy.com>.

Ground Transportation



Round-trip transportation to and from the New Orleans airport is available from Airport Shuttle. Upon arriving at the airport, proceed to the lower level baggage claim area. Purchase tickets at the Airport Shuttle Desk if you have not made advance reservations. Exit to the outside and follow signs for Airport Shuttle. Shuttles depart from the airport approximately every 15 minutes, 24 hours per day or until the last flight arrives at the airport. Reservations can be made by calling (866) 596-2699. Shuttle fare is approximately \$13 each way. Additional information about the shuttle service is available at <http://www.airportshuttleneworleans.com>.

Taxi fare between the hotel and the New Orleans airport is approximately \$28 each way for one or two persons and is \$12 per person for 3 or more persons.

Listed below are several car rental companies located at the New Orleans airport:

Alamo	(800) 462-5266	http://www.alamo.com
Avis	(800) 230-4898	http://www.avis.com
Budget	(800) 527-0700	http://www.drivebudget.com
Enterprise	(800) 736-8222	http://www.enterprise.com
Hertz	(800) 654-3131	http://www.hertz.com
National	(800) 227-7368	http://www.nationalcar.com
Thrifty	(800) 847-4389	http://www.thrifty.com

Valet parking is available at the Sheraton for \$27.94 per night inclusive of taxes.



New Orleans, Louisiana is located in the Central time zone.

For More Information



If you require special assistance or need additional information, please contact Tetra Tech EM Inc., by e-mail at nejac@ttemi.com or by telephone at (888) 335-4299.

DIRECTIONS TO THE SHERATON NEW ORLEANS HOTEL



From Louis Armstrong New Orleans International Airport:

- , Depart airport following signs for Airport Exit and follow signs for I-10 East to New Orleans
- , Merge onto I-10 East towards Slidell
- , Continue on I-10 East for 10.2 miles
- , Take exit number 234-B on the left towards Poydras Street/Superdome
- , Exit onto off-ramp to Poydras Street Frontage Road
- , Turn left onto Claiborne Avenue
- , Turn right onto Canal Street
- , The hotel is located on the right side

From the East:

- , Follow I-10 West to Canal Street, exit number 235B
- , Turn right on Canal Street and proceed 10 blocks to Camp Street
- , The hotel is located on the right corner of Canal and Camp Streets

From the South:

- , Follow the West Bank Expressway across the Mississippi River into downtown New Orleans and exit at Camp Street
- , Continue on Camp Street for 4 blocks to Canal Street
- , The hotel is located on the right corner of Canal and Camp Streets

Getting Around in New Orleans:

The St. Charles Avenue Street Car is the oldest continuously operating street railway system in the world. The St. Charles Avenue/Carrollton Avenue line and the Riverfront line cost \$1.25 and \$1.50 respectively. Exact change is required to board the street car. Transfers to the public bus cost 25 cents. The fare for the public bus is \$1.25. Schedules for the street car and public bus are available at the Regional Transit Authority (RTA) office located at 2817 Canal Street, New Orleans, Louisiana. The RTA office can be contacted by calling (504) 248-3900. For more information, visit the RTA web site at <http://www.regionaltransit.org>.

A VisiTour pass, available in one-day and three-day denominations allows bearers unlimited on-and-off privileges for the street cars and buses. The cost is \$5.00 for one day and \$12.00 for three days. The VisiTour passes can be obtained at RTA's Plaza Drive headquarters and at over 60 convenient businesses around the city. The VisiTour passes for the following month go on sale on the 25th of the current month.

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